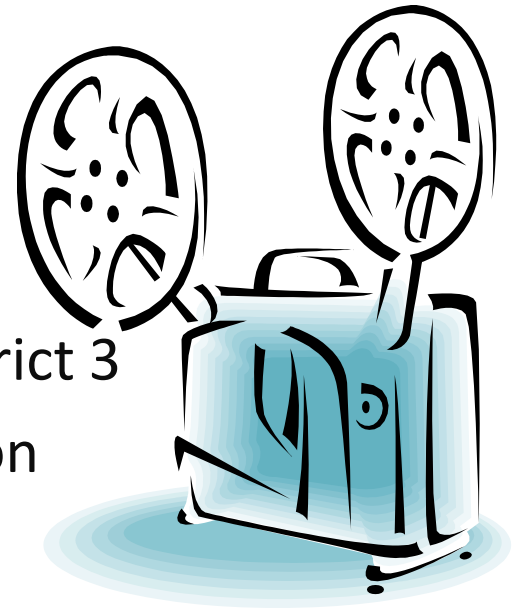


Finance and Audit Oversight Committee May 23, 2012

Movies in the Park Program – District 3
Clarification & Recommendation

Mark Sutter, CPA (NM), Ph.D.
Comptroller



Program Resources

- \$1,500 Bravo Cadillac (May 2012)
- \$1,500 Castro Enterprises (July 2012)
- \$1,000 El Paso Electric (July 2012)

(3 donations logged in, CORE receipt, GL posting)

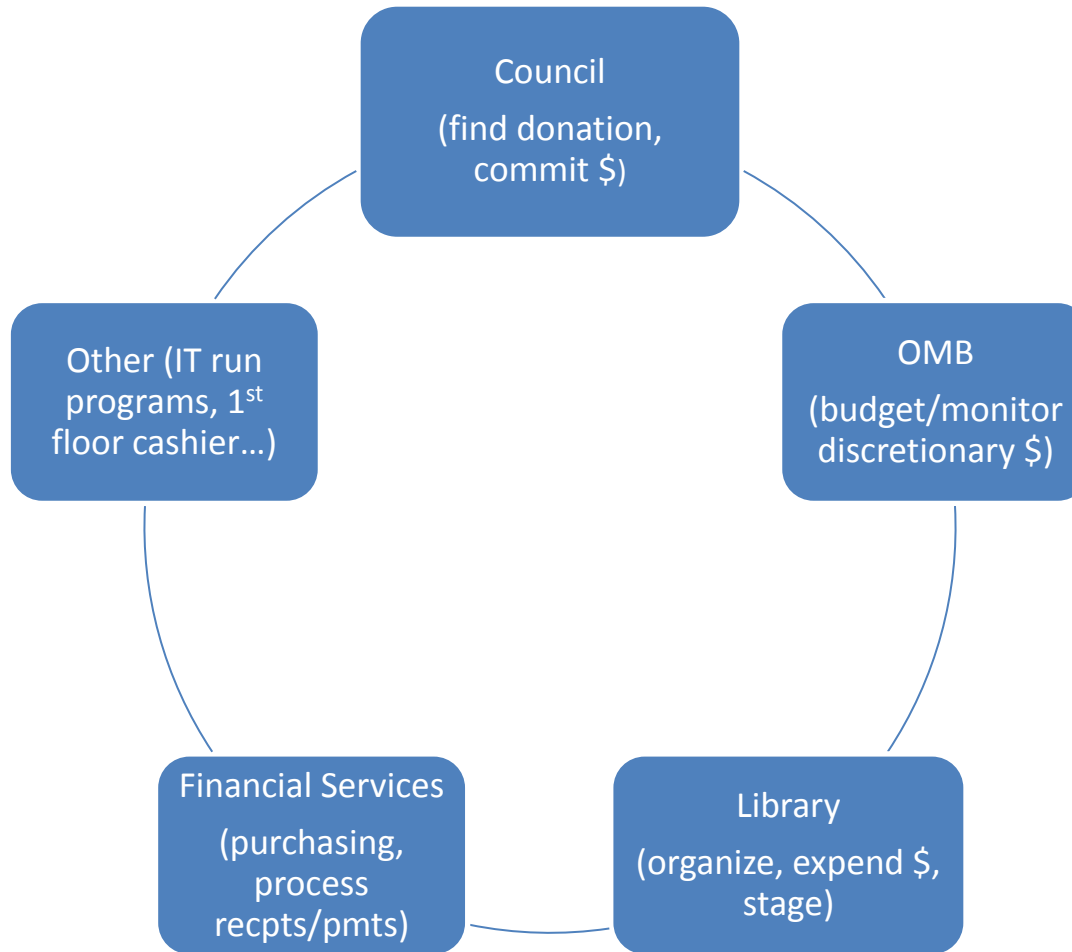
- \$1,500 Evolve Credit Union – Sept 18, 2012
Council action to accept donation (pending confirmation from ECU VP-Operations)
- Up to \$6,000 Discretionary Funds (May 2012)

Program Expenditures by Event & Type

Date	Movie	Attendance	Cost	
6/2/12	Tangled	350	\$ 931	
7/14/12	Ironman	125	\$ 739	
8/11/12	Smurfs	211	\$1,129	
9/22/12	Thor	56	\$ 821	
9/29/12	Despicable Me	36	<u>\$ 824</u>	
			\$4,443	

Date	Movie	Lic/Permit	Equip	Labor
6/2/12	Tangled	\$ 0	\$ 680	\$ 251
7/14/12	Ironman	\$ 15	\$ 440	\$ 284
8/11/12	Smurfs	\$ 362	\$ 475	\$ 291
9/22/12	Thor	\$ 15	\$ 525	\$ 281
9/29/12	Despicable Me	<u>\$ 15</u>	<u>\$ 525</u>	<u>\$ 284</u>
		\$ 407	\$2,645	\$1,391

Program Involvements



Program Issues

- Coordination of program and funding
 - Donations/Discretionary funds mixture
 - Order of expenditure/funding use
 - Responsibility for ensuring collection & matching of expenditures to sources
- Communication
 - Accounting responsibility (Library/OMB)
 - Reporting responsibility (Library/OMB/Fin Serv)
 - Reporting program status (not communicated)

Program Recommendations

- Determine any remaining funding per intent of Council representative and position it appropriately
 - Dedicate \$6K discretionary funds to program, ? OR
 - Dedicate only needed amount needed beyond donations to cover staged events
- Prepare corrections to expenditures and last donation, and provide final report
 - Payroll
 - Permit Fees
 - License

Program Recommendations (cont'd)

- Clearly assign responsibility for accounting and reporting to the *operating department* responsible for staging the program
 - Revenue - Donations/Discretionary Funds
 - Expenditures
 - Close the balance to Discretionary Fund
 - Reporting – Interim/Closeout
- Utilize Special Revenue Fund for events with combined funding (follows generally accepted accounting principles, expedites reporting)

Movies in the Park – District 3

- Net result for the 2012 season
 - 778 constituents served
 - Partnership with private donors/successful
 - Clarification of City processes and responsibilities needed
- Questions/comments?

